

## KASPER Tips: The Prescribing Report, aka “Reverse KASPER” Revised March 2019

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Have you ever:

- Received a call from a pharmacist about a possible fraudulent prescription?
- Been concerned a member of your staff may be calling in unauthorized prescriptions?
- Had prescription blanks stolen from your office?
- Received a call from a pharmacy requesting a refill for a prescription you did not authorize?

If you have, you are not alone! The good news is KASPER and the Drug Enforcement and Professional Practices Branch (DEBBP) can help. Prescribers can log in to KASPER and run a prescribing report (reverse KASPER) to identify fraudulent prescriptions and determine the accuracy of information in KASPER.

### **Why should I request my prescribing report?**

There are many reasons why prescribers are encouraged to obtain their prescribing report. This report helps you ensure your patients' prescriptions are showing up under your DEA Number and other providers' prescriptions are not showing up under your DEA Number. A review of your prescribing report is often the only way to identify fraudulent controlled substance prescriptions filled under your DEA Number.

### **When should I request my prescribing report?**

The DEPPB recommends obtaining a prescribing report several times each year to verify the accuracy of the data. Additionally, we recommend you check your report for fraudulent activity shortly after any staff change in your office.

### **How can I request my prescribing report?**

1. Log onto your KASPER account, just as you would when you request a KASPER report on a patient.
2. Select the “Administration” tab on the left hand side of the screen.
3. Scroll down to the “Prescribing Report Request” information (just below the Delegate Account Information section). You will notice a “From Date” and “To Date” in the Report Details Section. The “To Date” will always be two weeks prior to the current date to help ensure more complete data is available. The “From Date” will default to 30 days prior to the “To Date”. However, you may modify the “From Date” and “To Date” to include any 90 day range prior to the default “To Date”.
4. Select “View Report.” The larger the date range that is requested, the longer it will take to prepare the report. Be patient, as this may take a few minutes.

### **What happens if I do find errors on the prescribing report?**

Contacting the dispenser (pharmacy) is **always** the first step when you discover a possible error on any KASPER report, as this is where the data originated. If you and the dispenser determine the dispenser reported data in error, the dispenser is required to submit corrected data to the KASPER Data Collection System within seven days of notification. If you identify any fraudulent activity, you should contact law enforcement. If you are not sure which law enforcement organization to contact, please call the DEPPB (502-564-7985) for assistance.

### **I have two DEA Numbers. Why does the prescribing report show the controlled substance prescriptions dispensed under only one DEA Number?**

If you have multiple DEA Numbers, the report only reflects those DEA Numbers that are associated with your KASPER account. You can request your additional DEA Numbers be added to your KASPER account by calling the business office at (502) 564-7985.

**I'm a delegate and my doctor asked me to run a reverse KASPER for him. How can I do this?** If you have a delegate account, you do not have access to the Administration screen in order to request a prescribing report. The master account holder will need to logon to his/her account to run the prescribing report.

KASPER staff members are available to help with any questions or problems you may encounter with the reverse KASPER process. For support, please contact the KASPER Help Desk by phone: (502) 564-2703 or email: [eKASPERHelp@ky.gov](mailto:eKASPERHelp@ky.gov) . Other tips are available in the KASPER Reports, Tips and Studies section of the [KASPER public web page](#) (use the down arrow to select "Tips").

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